



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

March 2, 2010

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

### **COUNTYWIDE CLASSIFICATION ACTIONS (ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

#### **SUBJECT**

This letter and accompanying ordinance will update the table of classes of positions by changing the salary of non-represented classifications and by making a technical correction.

#### **IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve the accompanying ordinance amending Title 6, Salaries, of the County Code to change the salary of two (2) non-represented classifications in the Department of Public Health and to make a technical correction.
2. Delete a represented class from the County Classification Plan.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Your Board of Supervisors (Board) has requested submission of classification letters on a periodic basis throughout the year to facilitate consideration of classification and compensation recommendations in a timely manner. Approval of these recommendations will provide the ordinance authority for County departments to implement the classification and compensation recommendations in this letter.

Board of Supervisors  
GLORIA MOLINA  
First District

MARK RIDLEY-THOMAS  
Second District

ZEV YAROSLAVSKY  
Third District

DON KNABE  
Fourth District

MICHAEL D. ANTONOVICH  
Fifth District

These recommendations will ensure the proper compensation of positions based upon the duties and responsibilities assigned to these jobs (Attachment A). This is a primary goal of the County's classification and compensation system.

These actions are important in addressing departmental operational needs and in maintaining consistency in personnel practices throughout the County. The proper compensation of positions facilitates good business operations and can reduce the number of costly personnel-related problems.

### **Implementation of Strategic Plan Goals**

Your approval of the accompanying ordinance will further the County Strategic Plan Goal of Operational Effectiveness. Specifically, it will address the Service Excellence and Organizational Effectiveness Strategy to improve the quality of the workforce, to achieve departmental operational efficiencies, and to maintain consistency in personnel practices throughout the County.

### **Deleted Classification**

One (1) obsolete represented class in the Department of Agricultural Commissioner/Weights and Measures has been approved for deletion by the Employee Relations Commission (ERCOM) and is being deleted from the County's Classification Plan (Attachment A). Class deletions are consistent with the Chief Executive Office's (CEO) strategy to reduce the overall number of County classes. The department has been informed of and has consented to this deletion.

### **Salary Changes**

In recognition of their management role within the department, we recommend that the one-position non-represented classes of Public Health Laboratories Director and Public Health Laboratories Assistant Director be moved from the current step pay plan into Tier II of the Management Appraisal and Performance Plan (MAPP) (Attachment A). Specifically, we recommend that the positions be placed onto MAPP levels S13 (\$8,915.76–\$13,494.72) and S11 (\$7,715.09–\$11,677.42), respectively. This will establish the standard two range differential between levels.

These positions direct the overall operations of the centralized Public Health Laboratory and the decentralized program laboratories which protect the health of county residents by providing laboratory reference, surveillance, diagnostic, and consultative services. Both positions have a high degree of accountability at the local, state, and federal levels (e.g., Centers for Disease Control) and are responsible for the accurate reporting of communicable diseases (e.g., H1N1 outbreak) and harmful biological and chemical agents detected throughout the County.

With the recent retirement of the Public Health Laboratories Director, it is imperative that both of these critical public health positions be filled immediately. Both positions require a doctoral degree and extensive professional management experience in a public health laboratory to perform the prescribed duties. Conversion of these positions to the MAPP pay plan is consistent with the management responsibilities inherent in these jobs. It should also facilitate the recruiting efforts for both positions.

#### Technical Correction

A minor revision is being made to correct the item number for the class of Marshal's Dispatcher I (Attachment A). As you may recall, your Board approved our request to restore the item number for this classification in our February 9, 2010 letter. This is a technical correction that has no financial impact.

#### **FISCAL IMPACT/FINANCING**

The projected budgeted annual cost for the Public Health salary changes is estimated to be \$4,917 (all funds). Net County cost is estimated to be \$2,458. The cost increases associated with the salary changes will be absorbed within the Board's adopted budget for the Department of Public Health. No additional funding is required.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The County Charter authorizes the establishment and maintenance of "a classification plan and the classification of all positions." This responsibility is further delineated in Civil Service Rule 5.

Appropriate consultations have been conducted with the impacted employee organizations regarding the recommended classification actions. The accompanying ordinance implementing amendments to Title 6, Salaries, of the County Code has been approved as to form by County Counsel.

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**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

Your approval of these classification recommendations will enhance the operational effectiveness of the departments through the proper compensation of positions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'WTF' followed by a stylized flourish.

WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:EFS:WGL  
VMH:KP:mst

Attachment

c: Department of Human Resources  
Executive Office, Board of Supervisors  
County Counsel  
Auditor-Controller  
Affected Departments

**ATTACHMENT A****REPRESENTED CLASS RECOMMENDED FOR DELETION**

<b>Item No.</b>	<b>Title</b>
0039	Weed Hazard and Pest Abatement Driver

**NON-REPRESENTED CLASSES RECOMMENDED FOR SALARY CHANGE**

<b>Item No.</b>	<b>Title</b>	<b>Current Salary Schedule and Level</b>	<b>Recommended Salary Schedule and Level</b>	
5005	Public Health Laboratories Assistant Director	NM 103H	N23	S11
5006	Public Health Laboratories Director	NM 111H	N23	S13

**TECHNICAL CORRECTION**

<b>Current Item No.</b>	<b>Recommended Correction</b>	<b>Title</b>
9365	9635	Marshal's Dispatcher I

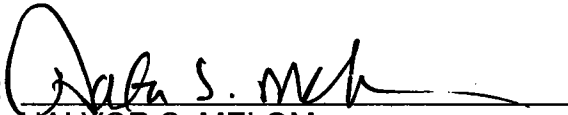
## ANALYSIS

This ordinance amends Title 6 - Salaries, of the Los Angeles County Code by:

- Changing the salaries of two (2) non-represented classifications; and
- Correcting the item number for one (1) classification.

ANDREA SHERIDAN ORDIN  
County Counsel

By:



HALVOR S. MELOM  
Principal Deputy County Counsel  
Labor & Employment Division

HSM:asv

Requested: 02/03/10

Revised: 02/05/10

**ORDINANCE NO. \_\_\_\_\_**

An ordinance amending Title 6 - Salaries, of the Los Angeles County Code to change the salaries of certain classifications and to make a technical correction.

The Board of Supervisors of the County of Los Angeles ordains as follows:

**SECTION 1.** Section 6.28.050 is hereby amended to change only the salaries of the following classes:

ITEM NO.	TITLE	EFFECTIVE DATE	SALARY OR SALARY SCHEDULE AND LEVEL
5005	PUBLIC HEALTH LABORATORIES ASST DIR	01/16/2007	101F
		07/01/2007	NN 101F
		01/01/2008	NN 102G
		07/01/2008	NM 102G
		01/01/2009	NM 103H
		_____ *	<u>N23</u> <u>S11</u>
5006	PUBLIC HEALTH LABORATORIES DIRECTOR	01/01/2006	108A
		10/01/2006	109F
		07/01/2007	NN 109F
		01/01/2008	NN 110G
		07/01/2008	NM 110G
		01/01/2009	NM 111H
		_____ *	<u>N23</u> <u>S13</u>

**SECTION 2.** Section 6.28.050 is hereby amended to correct only the item number for the following class:

ITEM NO.	TITLE
9365 <u>9635</u>	MARSHAL'S DISPATCHER I

**SECTION 3.** Pursuant to Government Code Section 25123(f), this ordinance shall take effect immediately upon final passage.

\*The Executive Office/Clerk of the Board of Supervisors shall insert the effective date for the compensation changes made to Section 6.28.050 of the County Code.

[RECLASSMAR10KPCEO]